



GROSSMONT-CUYAMACA
COMMUNITY COLLEGE DISTRICT

Workplace Safety Committee Meeting Agenda
January 27, 2015

New Business:

1. Annual campus lighting survey walks
2. Request for portable AED units for Sheriff Department vehicles
3. Bike training for CAPS personnel

Ongoing Reviews:

4. **Employee injuries for November/December 2014/January 2015**
 - Trends

5. **Safety Inspections**
 - Inspection requests to begin by first quarter 2015
 - To set up on monthly distribution list
 - To determine who will be responsible for which areas (Deans/Admin/Facilities)
 - Inspect 2X/yr—1 time by department and 1 time by Operations Supervisors
 - First e-mail will have intro by Tim C.
 - 3-month Pilot Program on each campus
 - Facilities/Operations/Maintenance/Grounds Departments
 - Send completed forms to Anne

6. **HazMat**
 - Hazardous waste pickups and handling
 - Pickups targeted for January and July 2015
 - Looking for new HazWaste pickup vendor for GC campus
 - January 13 meeting (1 pm – 2 pm) with HazMat vendor (Carol Nolan)
 - Changes to GC labels, storage; attended by several generators; to form Work Group to write Hazardous Waste Management Plan; training
 - Results of CC HazMat visit and results of corrective action submission: updates

7. **Monthly Safety Email**
 - Topic for Monthly Online Safety Training
 - December—Bloodborne Pathogens/Driving Safety
 - January—Near Miss Accidents/Safety Attitudes
 - February—Back Injury Prevention/Safe Lifting

Human Resources

- Training Results
 - Results as requested

Updates and Unfinished Business:

8. SDS Online

- Responsible Person: Anne
- Discussion:
 - E-mail sent to all employees regarding this available resource
 - Our physical inventory has been entered into SDS system
 - Carol will provide an Excel version, which may be easier to update inventories (sample)
- Open/Closed: OPEN

9. Vehicles on Campus

- Responsible Person: Anne
- Discussion: Draft submitted to Jennifer Danks
- Open/Closed: OPEN

10. AEDs

- Responsible Person: Cheryl
- Discussion:
 - Four (3GC, 1CC) new AEDs will be purchased by the District during the FY 2014/15 and added to the Project Heartbeat service agreement
 - Need to inventory batteries and pads and add to order
 - Cheryl to order AEDs
- Open/Closed: OPEN

11. Emergency Response

- Responsible Person: Vic
- Discussion:
 - Have been having workshops on Active Shooter
 - Departments can request this training
- Open/Closed: OPEN

12. ICS Training for managers/supervisors

- Responsible Person: Vic
- Discussion:
 - Vic to talk to Tim about requiring ERT through HR

- Training mandatory and will affect eligibility for federal emergency preparedness grants as well as FEMA reimbursement monies
- Open/Closed: OPEN

13. GC parking structure cleaning /PL pothole repair

- Responsible Person: Ken
- Discussion:
 - Parking lot and street cleaning to be done over winter break
 - Getting bids to fix potholes
 - Next summer (2015) 4 parking lots to be repaired
- Open/Closed: OPEN

14. First Aid/CPR training

- Responsible Person: Anne
- Discussion:
 - Training provided on 12/12/14 on Cuyamaca Campus
 - Need sharps disposal containers for restrooms/education program for students
- Open/Closed: OPEN

UPCOMING MEETINGS:

JANUARY 27, 2015 1-2:30 PM IN DISTRICT OFFICE DACR
FEBRUARY 24, 2015 1-2:30 PM IN DISTRICT OFFICE DACR
MARCH 24, 2015 1-2:30 PM IN DISTRICT OFFICE DACR
APRIL 28, 2015 1-2:30 PM IN DISTRICT OFFICE DACR